

Public Works / Finance Committee



Regular Meeting ~Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, June 10, 2019

3:00 PM

**Council Chambers
206 E. Third St.**

REGULAR AGENDA

1. **Approval of May 28, 2019 Public Works / Finance Committee Minutes (ACTION ITEM) - Caylee Birge**

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, amend minutes, or provide staff further direction.

2. **Disbursement Report May 2019 (ACTION ITEM) - Sarah Banks**

Staff will present the Accounts Payable Report for the month ending May, 2019.

ACTION: Sign the Disbursements Report for the month of May, 2019.

3. **Public Meeting: Proposed Lot Division in an area generally located east of the intersection of Southview Avenue and Alice Street (ACTION ITEM) - Leah Carlson**

The applicant, Thompson Family Limited Partnership, is requesting a lot division in an area generally located east of the intersection of Southview Avenue and Alice Street. The existing lot is approximately 281,003 sf or 6.45 acres in size. The applicant is proposing to create three new lots of approximately 9,600 sf, 9,650 sf, and 11,273 sf in size, leaving a remainder lot of 250,480 sf. The applicant intends to create the three lots for future development of single-family residential homes. On June 3, 2019, City Council approved a rezone of the property from Agriculture/Forestry (AF) Zoning District to Low-Density, Single-Family Residential Zoning District (R-1). Within the R-1 Zoning District, lots require a minimum lot size of 9,600 sf and a minimum lot width of 80 feet. The three proposed lots meet these requirements. There are currently no buildings on the subject property. Per City policies, property owners within 600 feet of the property have been notified of the proposed division and a sign was posted seven (7) days prior to the public meeting date.

PROPOSED ACTIONS: Recommend approval of the lot division request with no conditions; or recommend approval of the lot division request with conditions; or recommend denial of the lot division request; or provide staff further direction.

ADJOURN

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

COMMITTEE STAFF REPORT

DATE: Monday, June 10, 2019



RESPONSIBLE STAFF

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Approval of May 28, 2019 Public Works / Finance Committee Minutes (ACTION ITEM) - Caylee Birge

DESCRIPTION

STAFF RECOMMENDATION

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve minutes, amend minutes, or provide staff further direction.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. minPWF20190528

Public Works / Finance Committee



Regular Meeting ~Minutes~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Tuesday, May 28, 2019

3:00 PM

Council Chambers
206 E. Third St.

REGULAR AGENDA

The meeting was called to order at 3:00 p.m.

PRESENT: Art Bettge, Jim Bolland, Brandy Sullivan

ABSENT: Anne Zabala

OTHERS: Mayor Bill Lambert

STAFF: Gary J. Riedner, Dwight Curtis, Bill Belknap, Justin Goodwin, Caylee Birge

1. Approval of May 13, 2019 Public Works / Finance minutes (ACTION ITEM) - Caylee Birge

Minutes presented for approval.

PROPOSED ACTIONS: Approve minutes, or provide staff further direction

The minutes were approved as presented.

2. 1912 Center 2nd Floor Development Plan Proposal / Authorization to apply for BOA (ACTION ITEM) – Dwight Curtis/Jenny Kostroff

Heart of the Arts, Inc. (HAI) fundraising for renovations to the 1912 Center continues and the next step in floor renovations are ready to move forward. HAI is requesting City Council acceptance of the proposed 2nd floor renovation design concept, so that formal floor planning can begin. HAI is also requesting City Council authorization to apply for a variance to the parking space requirements. Physical limitations associated with the 1912 Center's location and limited options for parking will require a variance if further renovations are to continue.

Additional floor renovations would bring the estimated parking space requirements to 182.

HAI's facility use management strategy of the additional floors would limit the number of people using the entire 1912 Center facility at any given time, leaving the existing parking spaces as adequate. Any exceptions to the usage plan as outlined, such as a large conference, the facility use management strategies would include the use of bussing from the area hotels, etc.

PROPOSED ACTIONS: (1) Recommend acceptance of the proposed 1912 Center 2nd Floor renovation design concept; (2) recommend authorization of the Heart of the Arts, Inc. to apply for a parking space variance through the Board of Adjustments; or provide staff further direction.

Curtis introduced Jenny Kostroff the 1912 Center manager. Kostroff presented the item as written above. The west side of the building will have a historic classroom. There will be a flex space for sharing with the community with the possibility of conferences and a generic space with other capabilities. The center of the floor will be family restrooms and drinking fountains. The

auditorium will have a stage and a stage lift for moderate sized needs. A modular wall can be opened for a very flexible space. There will be a community living room small retreats with couches and a small kitchenette space. The East flex classroom will be used for senior use so the downstairs can be better utilized. The idea is to keep things flexible and malleable so multiple community members can use the space. Boland is concerned about there not being enough parking spaces. Committee recommend sending the proposal to the board of adjustment to take look at parking. The Committee recommended approval and that it be placed on the Regular Council agenda.

3. Airport Grant – Runway Realignment (ACTION ITEM) – Tony Bean, Executive Director Pullman-Moscow Regional Airport

Tony Bean, Executive Director of the Pullman-Moscow Regional Airport (PMRA) is seeking authorization from the City, as a sponsor of PMRA to apply for a grant from the U.S. Department of Transportation Federal Aviation Administration (FAA) Airport Improvement Program for the purpose of completing Phase 4 of the Runway Realignment Project (grant offer AIP 3-53-0051-051). The amount of the grant is \$46,000,000 with a local match of \$3,735,200.00 from multiple sources, which includes a possible Washington State Department of Transportation (WSDOT) Aviation Division state grant. To facilitate the FAA grant, it is appropriate to preauthorize its acceptance. The attached Resolution has been prepared for that purpose. The Resolution also authorizes the execution of related assurances and certifications. The City of Pullman, as co-sponsor of PMRA, passed a similar resolution at its City Council meeting on May 14, 2019.

PROPOSED ACTIONS: Recommend City Council preauthorize the acceptance of an airport aid grant from the U.S. Department of Transportation Federal Aviation Administration Airport Improvement Program (grant offer AIP 3-53-0051-051) and adopt the attached resolution, or provide staff further direction.

Tony Bean, Executive Director of Pullman-Moscow Regional Airport introduced the item as written. The application amount is always more so that we don't have to go back and forth asking for more money. This runway grant will finish up the taxiway improvements, earth work, lighting, airport creek and FEMA flood plain, and permit application. The airport will stay open through the work to remain flexible. The Committee recommended acceptance of the grant and that it be placed on the Council consent agenda.

4. Small Community Air Service Development Grant (ACTION ITEM) – Tony Bean, Executive Director Pullman-Moscow Regional Airport

The City of Moscow is a co-sponsor, with the City of Pullman, of the Pullman-Moscow Regional Airport (PMRA). Tony Bean, Executive Director of PMRA is seeking the support of the City of Moscow for a grant from the U.S. Department of Transportation Small Community Air Service Development Program (SCASD) to the City of Pullman for the purpose of securing Revenue Guarantee Funds to support additional Air Service. The amount of the grant is up to \$1,000,000 with a local match of approximately \$300,000.00 from multiple public and private sources. The match pledges are being collected by PMRA and both the Pullman and Moscow Chambers of Commerce from various public and private entities. To facilitate the SCASD grant, it is appropriate to request the City of Moscow act as an Interstate Municipal partner supporting the City of Pullman as the administrative sponsoring partner. The attached

Resolution has been prepared for that purpose. The City of Pullman passed a resolution preauthorizing acceptance of the SCASD grant at its City Council meeting on May 14, 2019.

PROPOSED ACTIONS: Recommend City Council adopt the attached Resolution supporting the City of Pullman as the administrative sponsoring partner for the U.S. Department of Transportation Small Community Air Service Development Program Grant, or provide staff further direction.

Bean introduced the item as written. The City of Pullman has already approved applying for the grant. The grant is not guaranteed so now is the best opportunity to apply. If awarded, the monies would need to be used within four years. Congress uses overflight fees to pay for essential air services for small airports to facilitate more adequate air service. This could give us the opportunity to get direct flights to Boise, and other larger hubs. The Committee recommended approval and that it be placed on the Council consent agenda.

5. Airport Grant – FAA Equipment Grant (ACTION ITEM) – Tony Bean, Executive Director Pullman-Moscow Regional Airport

Tony Bean, Executive Director of the Pullman-Moscow Regional Airport is seeking authorization from the City, as a sponsor of PMRA to apply for a grant from the U.S. Department of Transportation Federal Aviation Administration (FAA) Airport Improvement Program for the purpose of acquiring various pieces of airport equipment and fencing. The amount of the grant is \$2,400,000 with a local match of \$229,042.00 from Airport Revenues. To facilitate the FAA grant, it is appropriate to preauthorize its acceptance. The attached Resolution has been prepared for that purpose. The Resolution also authorizes the execution of related assurances and certifications. The City of Pullman will consider adoption of a similar resolution at a future City Council meeting.

PROPOSED ACTIONS: Recommend City Council preauthorize the acceptance of an airport aid grant from the U.S. Department of Transportation Federal Aviation Administration Airport Improvement Program in the amount of \$2,400,000 with a local match of \$229,042 from airport revenues and adopt the attached Resolution, or provide staff further direction.

Bean introduced the item as written above. An emergency generator is needed for the new runway. Also needed are two new closure exits for operations in the wintertime and snow removal equipment. The plan is to keep old equipment to use also. Bellingham is offering their entitlement funds for an emergency generator and fencing. The purpose of this grant request is to transfer the funds from Bellingham to Pullman-Moscow. The Committee recommended approval and that it be placed on the Council consent agenda.

6. Request for Permit Fee Waiver for the Crisis Center (ACTION ITEM) - Gary J. Riedner

Darrell Keim, Executive Director of the Latah Recovery Community Center, is requesting a waiver of building permit fees for the remodel of 531 S. Main Street, Moscow to serve as a Crisis Center. The Crisis Center will provide services to individuals experiencing a mental health crisis. The Latah Recovery Community Center is contracting with the Crisis Response Network/Public Health to serve as the location for behavioral health crisis services. Latah Recovery Community Center has obtained funding for development of 531 S. Main, the former location of Whack-A-Doos Hair Salon, through a contract with the Crisis Response Network. It is anticipated that the Crisis Center program will directly benefit the City by providing an alternative to police transports, and reduced time spent securing mental health holds at Gritman

Medical Center emergency room. It is anticipated that the permit fees will amount to less than \$1,000.

PROPOSED ACTIONS: Consider request and authorize waiver of the building permit fees for Latah Recovery Community Center Crisis Center remodel at 531 S. Main Street, Moscow, or reject request for waiver of building permit fees, or provide staff further direction.

Riedner introduced Darrell Keim, operator of the Latah Recovery Center. Keim introduced the item as written above. The Committee recommended approval and that it be placed on the Council consent agenda.

REPORTS

1. Bond Reimbursement Resolution Report - Gary J. Riedner

Riedner introduced the report on the police bond election. County commission will meet and canvas the results of the elections which will start a 40 day period to protest or challenge the bond passage. City council will then consider a bond ordinance passage to set the length and rate of the bond. Then we will sell the bonds and the funds will be available to the city early September. The advertisement will go out for the RFQ and we will start interviewing and choose an architect. We have the funds available to purchase the property and will be doing so in the next week, we are under contract and need to make the purchase for the property now. The monies will come out of the general fund capital. We can purchase the property for reimbursement when the bond proceeds are available. This resolution will allow us to reimburse the city out of bond proceeds. The full resolution will go before the next City Council. Belknap stated that per the sale agreement the owner of the property has to improve the roadway utility before the purchase agreement.

ADJOURN

The meeting adjourned at 3:49 p.m.

COMMITTEE STAFF REPORT

DATE: Monday, June 10, 2019



RESPONSIBLE STAFF

Sarah Banks, Finance Director

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Disbursement Report May 2019 (ACTION ITEM) - Sarah Banks

DESCRIPTION

Accounts Payable Report for the month ending May 31, 2019. A summary of the major expenditures has been approximated by category and represents 93% of the total expenditure of \$3,336,865.36.

Payroll	\$1,058,571.00
Professional Services	\$110,472.00
Sanitation	\$291,201.00
Capital Outlay - Vehicles	\$151,137.00
Capital Outlay	\$998,303.00
Capital Outlay - Improvements	\$56,767.00
Supplies	\$62,785.00
Utilities	\$68,938.00
Contractual Payments	\$247,196.00
ACH Wells Fargo	\$41,704.00
Total	\$3,087,074.00

STAFF RECOMMENDATION

Approve and sign the report.

PROPOSED ACTIONS

ACTION: Sign the Disbursements Report for the month of May, 2019.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Disbursement Report May 2019
2. Revenue May 2019
3. Cash and Investments May 2019

DISBURSEMENTS REPORT FOR MAY 2019																
DATE	FUND NAME	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	VOID CHECKS	PAYROLL	PAYROLL	GRAND TOTALS
		5/1/2019	5/2/2019	5/9/2019	5/9/2019	5/15/2019	5/16/2019	5/23/2019	5/30/2019	5/30/2019	5/13/2019	5/15/2019	5/10/2019	5/24/2019		
BATCH #		00002.05.2019	00001.05.2019	00003.05.2019	00004.05.2019	00007.05.2019	00005.05.2019	00008.05.2019	00009.05.2019	00011.05.2019	00006.05.2019 00010.05.2019	00002.05.2019 00003.05.2019 00004.05.2019 00005.05.2019	00100.05.2019	00200.05.2019 00201.05.2019		
CHECK #’s		91036	91037-91118	91119-91222	91223	91224	91225-91276	91277-91345	91346-91399	91400	May CC ACHs	9106191183,9129991376	20970-20978	20979-20987		
Fund #	ACH for Wells Fargo to be Imported															0.00
101	GENERAL		158,069.05	27,307.84			8,507.15	20,612.23	14,850.82		21,316.53	(221.00)	295,148.51	320,060.61		865,651.74
105	STREETS		105,457.33	21,520.07			623.24	10,866.51	6,245.74		1,080.40		24,748.59	29,660.03		200,201.91
120	RECREATION AND CULTURE		3,561.59	28,042.42	5,534.00		13,696.96	21,982.28	846.36		3,637.74		57,739.68	60,082.93		195,123.96
121	MSD COMM. PLAY FIELDS		112.46	3,494.93			562.91	595.90					1,695.14	1,672.32		8,133.66
123	1912 CENTER						7,916.67									7,916.67
128	TRANSIT CENTER		169.16	975.00												1,144.16
220	WATER		5,400.48	58,359.92		1,860.00	3,437.09	8,214.10	2,471.56		3,922.24		49,200.79	52,146.62		185,012.80
230	SEWER	7,000.00	38,426.35	37,142.56			21,210.20	9,485.51	2,156.63		2,968.23	(125.00)	53,394.46	43,010.19		214,669.13
240	SANITATION		12,404.15	101,216.36			172,951.13		7,003.00				5,360.79	5,454.90		304,390.33
290	FLEET		73,287.33	8,522.03			984.59	61,980.27	56,419.14		1,428.03		11,382.60	11,526.30		225,530.29
295	INFORMATION SYSTEMS		34.25				26,109.75	50.00			7,350.58		18,110.80	18,175.68		69,831.06
320	WATER CAPITAL PROJECTS		3,705.00	13,190.00			44,650.70									61,545.70
330	SEWER CAPITAL PROJECTS			2,450.00												2,450.00
340	SANITATION CAPITAL PROJ															0.00
350	CAPITAL PROJECTS		9,833.10	7,800.00			15,383.49	131,591.36	830,656.00	807,656.00		(807,656.00)				995,263.95
355	LID CONSTRUCTION															0.00
380	HAMILTON - PARKS & REC															0.00
590	BONDS & INTEREST															0.00
	TOTAL	7,000.00	410,460.25	310,021.13	5,534.00	1,860.00	316,033.88	265,378.16	920,649.25	807,656.00	41,703.75	(808,002.00)	516,781.36	541,789.58		3,336,865.36

WIRE Transfers:

Jim Boland, Chair

Art Bettge

Anne Zabala

Sarah L. Banks, Finance Director

RECEIPTS REPORT FOR MAY 2019

Fund #	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
101	GENERAL	30,924.58	86,585.06	93,925.14	409,004.12	133,224.84	12,263.07	44,209.26	10,233.17	257.00	4,258.95	824,885.19
105	STREETS	4,264.88	0.00	0.00	312,450.47	24,435.80	0.00	0.00	539.00	0.00	0.00	341,690.15
120	RECREATION AND CULTURE	0.00	0.00	0.00	0.00	74,030.75	0.00	0.00	0.00	250.00	0.00	74,280.75
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	5,305.75	0.00	0.00	0.00	0.00	0.00	0.00	5,305.75
123	1912 CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	TRANSIT CENTER	0.00	0.00	0.00	0.00	1,404.16	0.00	0.00	0.00	0.00	54.05	1,458.21
220	WATER	0.00	0.00	0.00	0.00	500,581.49	0.00	58,039.53	1,429.00	0.00	0.00	560,050.02
230	SEWER	0.00	0.00	0.00	0.00	616,118.23	0.00	0.00	506.25	0.00	0.00	616,624.48
240	SANITATION	0.00	0.00	0.00	0.00	413,347.96	0.00	0.00	2,000.00	39.90	0.00	415,387.86
290	FLEET	0.00	0.00	0.00	-181.26	76,052.62	0.00	0.00	0.00	0.00	0.00	75,871.36
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	102,851.67	0.00	0.00	2,099.50	0.00	0.00	104,951.17
320	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330	SEWER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
340	SANITATION CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350	CAPITAL PROJECTS	0.00	0.00	0.00	751.07	0.00	0.00	0.00	2,570.00	0.00	1,075.07	4,396.14
355	LID CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	304.82	304.82
380	HAMILTON P&R	0.00	0.00	0.00	0.00	0.00	0.00	4,938.60	0.00	0.00	0.00	4,938.60
590	BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
595	LID FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	35,189.46	86,585.06	93,925.14	727,330.15	1,942,047.52	12,263.07	107,187.39	19,376.92	546.90	5,692.89	3,030,144.50

City of Moscow
Cash and Investments
Balances as of 5/31/2019

Fund		Year to Date Balance
General Fund	\$	5,237,787.87
Street Fund	\$	1,737,321.89
Culture & Recreation	\$	1,490,596.06
MSDCPF	\$	136,836.90
1912 Fund	\$	48,857.46
Transit Center	\$	66,426.87
Water Fund	\$	3,086,435.59
Sewer/WWTP	\$	4,535,341.02
Sanitation Fund	\$	2,647,066.68
Fleet Fund	\$	3,072,665.59
Information Systems	\$	1,790,595.33
Water Capital	\$	6,369,647.34
Sewer Capital	\$	9,227,151.77
Capital Projects	\$	2,362,006.44
Sanitation Capital	\$	5,263,442.13
LID construction	\$	159,923.18
Hamilton	\$	2,385,031.01
Bond & Interest	\$	14,453.95
LID Funds	\$	22,358.59
Payroll Service	\$	554,123.85
Total Cash & Investments	\$	50,208,069.52

COMMITTEE STAFF REPORT

DATE: Monday, June 10, 2019



RESPONSIBLE STAFF

Leah Carlson, Planner I

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Public Meeting: Proposed Lot Division in an area generally located east of the intersection of Southview Avenue and Alice Street (ACTION ITEM) - Leah Carlson

DESCRIPTION

The applicant, Thompson Family Limited Partnership, is requesting a lot division in an area generally located east of the intersection of Southview Avenue and Alice Street. The existing lot is approximately 281,003 sf or 6.45 acres in size. The applicant is proposing to create three new lots of approximately 9,600 sf, 9,650 sf, and 11,273 sf in size, leaving a remainder lot of 250,480 sf. The applicant intends to create the three lots for future development of single-family residential homes. On June 3, 2019, City Council approved a rezone of the property from Agriculture/Forestry (AF) Zoning District to Low-Density, Single-Family Residential Zoning District (R-1). Within the R-1 Zoning District, lots require a minimum lot size of 9,600 sf and a minimum lot width of 80 feet. The three proposed lots meet these requirements. There are currently no buildings on the subject property. Per City policy, property owners within 600 feet of the property have been notified of the proposed division and a sign was posted seven (7) days prior to the public meeting date.

STAFF RECOMMENDATION

Staff recommends approval of the proposed lot division with no conditions.

PROPOSED ACTIONS

PROPOSED ACTIONS: Recommend approval of the lot division request with no conditions; or recommend approval of the lot division request with conditions; or recommend denial of the lot division request; or provide staff further direction.

FISCAL IMPACT

No fiscal impact.

PERSONNEL IMPACT

No personnel impact.

ATTACHMENTS

1. Notice of Public Meeting
2. Site Plan
3. Application Letter
4. Legal Descriptions

NOTICE OF PUBLIC MEETING

Proposed Lot Division in an area generally located east of the intersection of Southview Avenue and Alice Street in the City of Moscow, Idaho (LUP2019-0009)

A public meeting before the Public Works/Finance Committee of the City Council will be conducted during which the following proposal will be considered:

Applicant is requesting a lot division to create three new parcels of approximately 9,600 sf, 9,650 sf, and 11,273 sf in size from an existing parcel of approximately 281,003 sf.

MEETING DATE AND TIME:

Monday, June 10th, 2019

LOCATION OF MEETING:

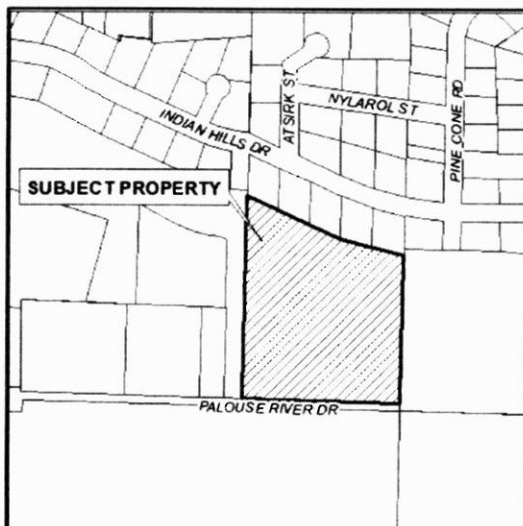
Council Chambers, Second Floor, Moscow City Hall
206 East Third Street, Moscow, Idaho

MEETING TIME:

3:00 p.m.

Note: Meeting start time is not necessarily indicative of discussion start time for the application advertised in this notice. Multiple hearings and/or agenda items may make it difficult to determine hearing start time, which could occur late in the meeting.

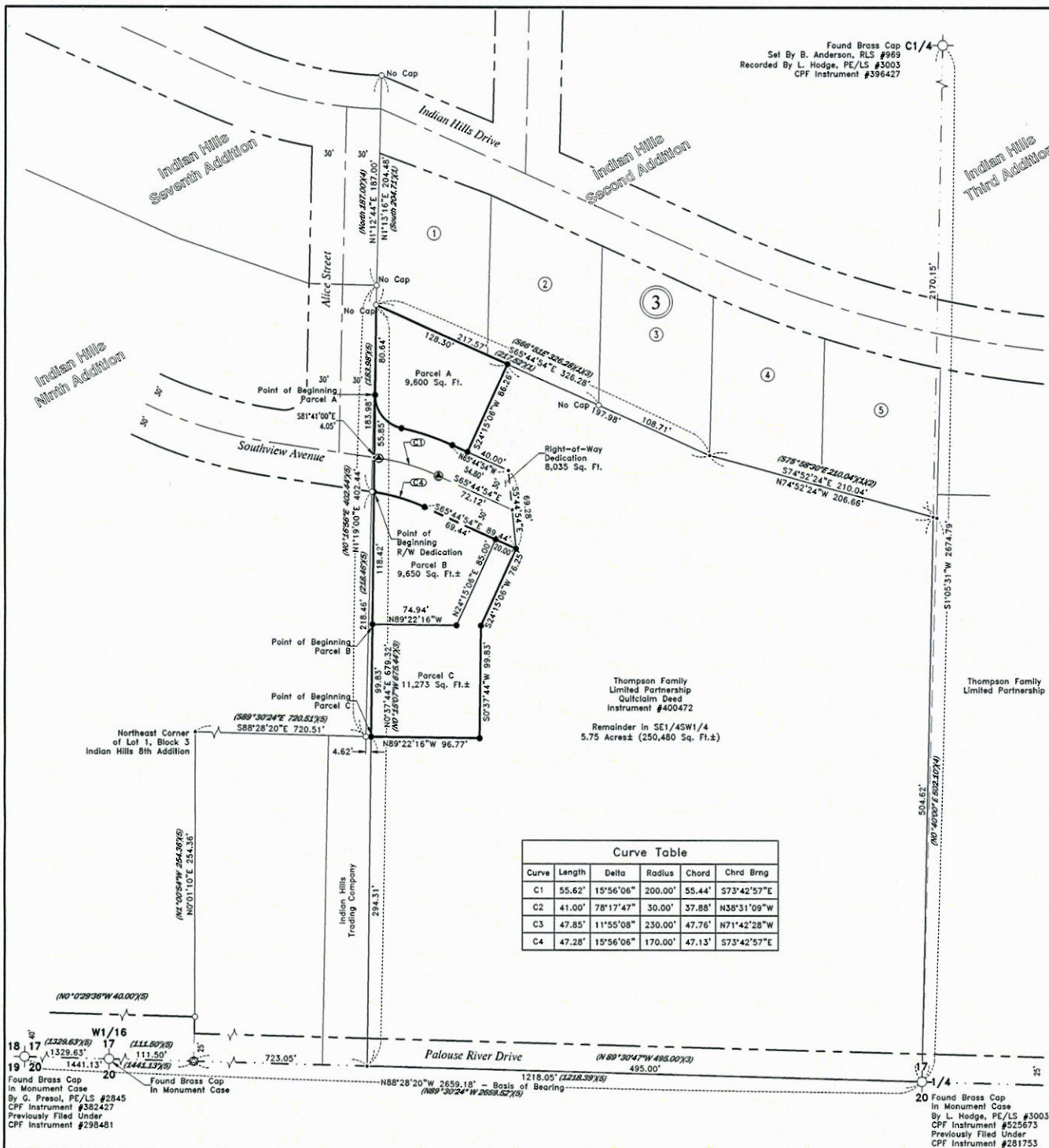
The file containing information on this matter is available for public review (an appointment may be necessary) at the Community Development Department located in the Paul Mann Building, 221 East Second Street, Moscow, Idaho. You may also call 883-7035 to obtain the meeting agenda, further information on the application or the public hearing process, and/or to request a meeting with City Staff.



Laurie Hopkins, Moscow City Clerk

A handwritten signature in cursive script that reads 'Anne Peterson'.

Anne Peterson, Deputy City Clerk



Survey References

- Indian Hills Second Addition to the City of Moscow, Instrument #258594, surveyor not identified on plat.
- Indian Hills Third Addition to the City of Moscow, Instrument #284160, by J. Hammond, PE/LS #2102.
- Quitclaim Deed, Instrument #400472, Eugene & JoAnn Thompson to Thompson Family Limited Partnership.
- Indian Hills 7th Addition to the City of Moscow, Instrument #413530, by J. Hammond, PE/LS #2102.
- Indian Hills 9th Addition to the City of Moscow, Instrument #595522, by J. Hammond, PE/LS #2102.

Surveyor's Certificate

I, Duane Priest, PLS #6449, State of Idaho, do hereby certify that the survey represented by this map was performed by me or under my supervision in accordance with the laws of the State of Idaho and at the request of Garrett Thompson in August 2018.

Basis of Bearings

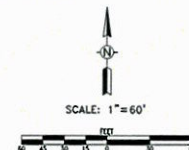
The Basis of Bearings for this survey is the south line of the SW1/4 of Section 17, shown hereon as N89°28'20"W per GPS observation.

Purpose Of Survey

To locate, and map the boundaries of the Thompson property, located in the SE1/4 of the SW1/4 of Section 17, as described in Quitclaim Deed Instrument #400472. Also to divide, monument and map the boundaries of two new parcels out of sold property, as shown hereon.

Legend

- Found Monument as Described
- Set Centerline Monument
- Found Aluminum Cap Centerline Monument in Monument Case
- Set 5/8" Diameter Rebar w/Yellow Plastic Cap Stamped "Priest 6449"
- Found 5/8" Diameter Rebar "Hedco 2102" or as Described
- Calculated Position
- Block Number
- Lot Number
- Curve Data - See Curve Table
- Reference Data - See Survey References
- Parent Parcel Boundary Line
- New Parcel Boundary Line
- Existing Lot Line
- Section/Section Subdivision Line
- Centerline
- Right-of-Way



NO. _____ AT THE REQUEST OF: _____

DATE & HOUR: _____

BY: _____ M.

FEE \$ _____ BY: _____

Record of Survey for:
Garrett Thompson
Latah County, Idaho

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1 of 1

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March 7, 2019

RECEIVED

MAR 07 2019

City of Moscow

City of Moscow
Honorable Mayor and Councilmembers
206 East Third Street
Moscow, Idaho 83843

RE: Petition for Lot Division - ~~Lot 19, Block 6, Indian Hills VI Addition, Moscow~~

Dear Mayor and Councilmembers,

I represent Thompson Family Limited Partnership, owner of the property described herein located in the City of Moscow. My client is requesting approval of a lot division, which would create three new parcels located directly east of the recently approved Indian Hills Ninth Addition to the City of Moscow.

Per your lot division requirements, please consider the following:

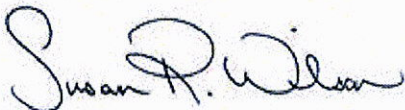
1. Lot Size, Width and Depth: - Parcel A lot size of 9,601 SF; Parcel B lot size of 9,650 SF; and Parcel C lot size of 11,273+/- SF. See Attached.
2. Public Street Frontage and Lot Access: Southview Avenue.
3. Location of Utilities and City Services: See Attached.
4. Required Street Improvements: Southview Avenue.
5. Park Land Dedication: Not Applicable.
6. Off-Street Parking: Not Applicable.
7. Right-of-way dedication and/or Easement Issues: See Attached Legal Description for Southview Avenue Dedication.
8. Building Setbacks: Not Applicable.
9. Required Street Trees: Not Applicable.

Also enclosed please find the following:

- A. Complete legal descriptions of the three new proposed lots.
- B. A scaled site plan with dimensions, property lines, adjacent streets, driveways, easements, site drainage, and North arrow and scale. There are no structures existing.
- C. A check for the Community Development Application Fee and Engineering Review Fee.

My client asks that this application be reviewed and put on the City agendas at your earliest convenience. Please send notices of the scheduled meetings to my office and to Thompson Family Limited Partnership at 1024 Pine Crest Rd., Moscow, Idaho 8383. If you have any further questions or concerns, please contact me at 208-882-8060.

Respectfully,



Susan R. Wilson
Attorney at Law

Enclosures

9-19-2018

**Legal Description by Hodge & Associates
For Garrett Thompson – Parcel A**

A legal description for a parcel of land located in the SE1/4 of the SW1/4 of Section 17, T39N, R5W, B.M., in the City of Moscow, Latah County, Idaho and being more particularly described as follows:

Commencing at the southeast corner of the SW1/4 of Section 17, Thence along the south line of said SW1/4, also the south line of Quitclaim Deed, Instrument #400472, N88°28'20"W, 495.00 feet, to the southwest corner of said Quitclaim Deed, Thence leaving the south line of the SW1/4 of Section 17, N0°37'44"E, 598.68 feet along the west line of Quitclaim Deed Instrument #400472, to a point on the the east right-of-way of Alice Street and the **Point of Beginning**:

Thence along the east right-of-way of Alice Street, N0°37'44"E, 86.64 feet, to the northwest corner of Quitclaim Deed, Instrument #400472 also the southwest corner of Indian Hills Second Addition to the City of Moscow;
Thence leaving said east line and said east right-of-way, S65°44'54"E, 128.30 feet along the north line of said Quitclaim Deed and the south line of Indian Hills Second Addition;
Thence leaving said common line at a right angle, S24°15'06"W, 86.26 feet;
Thence, parallel to said common line N65°44'54"W, 14.80 feet;
Thence 47.85 feet along a curve to the left, said curve having a Delta = 11°55'08", Radius = 230.00 feet, Chord = 47.76 feet and a Chord Bearing = N71°42'28"W;
Thence 41.00 feet along a curve to the right, said curve having a Delta = 78°17'47", Radius = 30.00 feet, Chord = 37.88 feet and a Chord Bearing = N38°31'09"W to the **Point of Beginning**

Parcel contains 9,601 Square Feet, more or less.



9-19-2018

**Legal Description by Hodge & Associates
For Garrett Thompson – Parcel B**

A legal description for a parcel of land located in the SE1/4 of the SW1/4 of Section 17, T39N, R5W, B.M., in the City of Moscow, Latah County, Idaho and being more particularly described as follows:

Commencing at the southeast corner of the SW1/4 of Section 17, Thence along the south line of said SW1/4, also the south line of Quitclaim Deed, Instrument #400472, N88°28'20"W, 495.00 feet, to the southwest corner of said Quitclaim Deed, Thence leaving the south line of the SW1/4 of Section 17, N0°37'44"E, 394.14 feet along the west line of Quitclaim Deed Instrument #400472 to the **Point of Beginning**:

Thence continuing along said west line, N0°37'44"E, 118.42 feet, to the south right-of way of Southview Avenue;

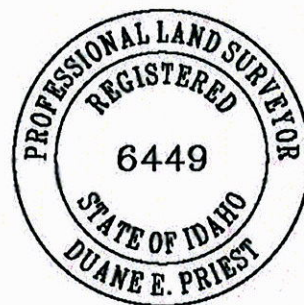
Thence leaving said common line 47.28 feet along a curve to the right, said curve having a Delta = 15°56'06", Radius = 170.00 feet, Chord = 47.13 feet and a Chord Bearing = S73°42'57"E;

Thence, parallel to the south line of Indian Hills Second Addition to the City of Moscow and the north line of Quitclaim Deed Instrument #400472, S65°44'54"E, 69.44 feet;

Thence, at a right angle, S24°15'06"W, 85.00 feet;

Thence perpendicular to the west line of Quitclaim Deed, Instrument #400472, N89°22'16"W, 74.94 feet to the **Point of Beginning**

Parcel contains 9,650 Square Feet, more or less.



9-19-2018

**Legal Description by Hodge & Associates
For Garrett Thompson – Parcel C**

A legal description for a parcel of land located in the SE1/4 of the SW1/4 of Section 17, T39N, R5W, B.M., in the City of Moscow, Latah County, Idaho and being more particularly described as follows:

Commencing at the southeast corner of the SW1/4 of Section 17, Thence along the south line of said SW1/4, also the south line of Quitclaim Deed, Instrument #400472, N88°28'20"W, 495.00 feet, to the southwest corner of said Quitclaim Deed, Thence leaving the south line of the SW1/4 of Section 17, N0°37'44"E, 294.31 feet along the west line of Quitclaim Deed Instrument #400472, to the **Point of Beginning**:

Thence continuing along the west line of said Quitclaim Deed N0°37'44"E, 99.83 feet;
Thence leaving said west line, at a right angle, S89°22'16"E, 74.94 feet;
Thence, perpendicular to the south line of Indian Hills Second Addition to the City of Moscow and the north line of Quitclaim Deed Instrument #440472, N24°15'06"E, 85.00 feet;
Thence parallel to said common line, S65°44'54"E, 20.00 feet;
Thence, at right angle, S24°15'06"W, 76.25 feet;
Thence, parallel to the west line of Quitclaim Deed, Instrument #400472, S0°37'44"W, 99.83 feet;
Thence perpendicular to said west line, N89°22'16"W, 96.77 feet to the **Point of Beginning**

Parcel contains 11,273 Square Feet, more or less.



9-19-2018

**Legal Description by Hodge & Associates
For Garrett Thompson – Right-of-Way Dedication**

A legal description for a Right-of-Way Dedication, located in the SE1/4 of the SW1/4 of Section 17, T39N, R5W, B.M., in the City of Moscow, Latah County, Idaho and being more particularly described as follows:

Commencing at the southeast corner of the SW1/4 of Section 17, Thence along the south line of said SW1/4, also the south line of Quitclaim Deed, Instrument #400472, N88°28'20"W, 495.00 feet, to the southwest corner of said Quitclaim Deed, Thence leaving the south line of the SW1/4 of Section 17, N0°37'44"E, 512.56 feet along the west line of Quitclaim Deed Instrument #400472, to the **Point of Beginning**:

Thence continuing along said west line, N0°37'44"E, 86.12 feet to a point on the east right-of-way of Alice Street;

Thence 41.00 feet along a curve to the left, said curve having a Delta = 78°17'47", Radius = 30.00 feet, Chord = 37.88 feet and a Chord Bearing = S38°31'09"E

Thence 47.85 feet along a curve to the right, said curve having a Delta = 11°55'08", Radius = 230.00 feet, Chord = 47.76 feet and a Chord Bearing = S71°42'28"E;

Thence, parallel to the south line of Indian Hills and the north line of Quitclaim Deed Instrument #400472, S65°44'54"E, 54.80 feet;

Thence S5°44'54"E, 69.28 feet;

Thence, parallel to the south line of Indian Hills and the north line of Quitclaim Deed Instrument #400472, N65°44'54"W, 89.44 feet;

Thence 47.28 feet along a curve to the left, said curve having a Delta = 15°56'06", Radius = 170.00 feet, Chord = 47.13 feet and a Chord Bearing = N73°42'57"W to the **Point of Beginning**

Dedication contains 8,035 Square Feet, more or less.

